

Position	Manager - IT Infrastructure
Job Description / Responsibilities	<ul style="list-style-type: none"> <li>➤ Installing, configuring, and maintaining Windows servers, hardware, and software</li> <li>➤ Monitoring and responding to alerts: Monitoring server performance and responding to system alerts</li> <li>➤ Applying updates and patches: Applying security patches and updates to the operating system, administrative tools, and utilities</li> <li>➤ Supporting system security: Supporting system security measures and ensuring adherence to security standards</li> <li>➤ Troubleshooting: Troubleshooting system issues and providing technical assistance</li> <li>➤ Providing user support: Helping users with application installation and permissions</li> <li>➤ Configuring Active Directory: Configuring and maintaining Active Directory and Group Policy Objects.</li> <li>➤ Configuring supporting services: Configuring and maintaining supporting services such as LDAP, SCCM, Certificates, DHCP, and DNS</li> <li>➤ Providing on-call support: Providing on-call support as required</li> <li>➤ Working on projects: Working on projects to implement solutions to simplify the IT infrastructure</li> <li>➤ Communicating: Communicating with management, key users, and external vendors</li> <li>➤ Primary responsibility is IT infrastructure Management.</li> <li>➤ Additional Responsibility of End User Systems ( Desktop and Laptop) Management.</li> <li>➤ Coordination with Bank IT team for IT Infra related requirement hosted in Bank Data centers.</li> <li>➤ Responsible for It Infra uptime.</li> <li>➤ To Manage Backup and BCP related activities.</li> <li>➤ To manage infrastructure within the framework of Regulatory guidelines.</li> <li>➤ Any other work may be assigned from time to time.</li> </ul> <p><b><u>KEY RESPONSIBILITIES AND ACCOUNTABILITIES</u></b></p> <ul style="list-style-type: none"> <li>➤ Provide regular updates to the immediate superior as and when required.</li> </ul>
Job specific skills	<p>Applicants should have –</p> <ul style="list-style-type: none"> <li>➤ Prior experience in similar role will be preferred.</li> <li>➤ Excellent oral &amp; written communication skills.</li> <li>➤ Detailed knowledge of VMware, HCI, Cloud and latest technologies in IT infrastructure.</li> <li>➤ should have sound understanding of capital markets.</li> <li>➤ Should be result-oriented, self-starter, proactive.</li> <li>➤ Ability to work independently and also as part of a team</li> </ul>
Educational Qualification	Graduate/ post-graduate from recognized Universities, Advanced degree preferred.
Minimum Experience	6+ Years

CTC OFFERED	Compensation will not be a limiting factor for the right candidate and will be discussed on a case by case basis.
Location of posting	Mumbai
How to apply	Applications should be submitted on our email <a href="mailto:careers@bobcaps.in">careers@bobcaps.in</a> Please mention " <b>Application for the post of Manager IT Infrastructure</b> " in the subject. Applications with any other subject will not be accepted.
Website	<a href="http://www.bobcaps.in">www.bobcaps.in</a>
Contact Person	Ms. Namrata Raul
Contact No.	022-61389300
Last Date for application	28 <sup>th</sup> December 2024